

Clarification of Dates Email—September 4, 2002

Because of rumors circulating throughout the testing community, I have been asked by Scott Trimble to email you concerning the availability date for the secure CATS Report Website. While the site will certainly be available to you no later than September 13, 2002, it will be available to you as early as possible--perhaps as early as September 10, 2002. Rumors that the site will definitely be available on September 10, 2002, cannot be supported at this time. We will inform you by email when the site is available.

I have received reports from the field from DACs who have been unable to assign group membership rights to their school personnel. I had assumed (there's that terrible word) that the application would allow entry at this time. I have an inquiry in to the application developers at OET. When I have updated information, I will let you know. I realize and appreciate your desire to get into the application and start assigning rights to your school personnel as quickly as possible. I, too, would like to have as much time as possible in which to help you with access problems.

Secure Access Email September 4, 2002

As you have probably heard at the fall DAC meetings or through the rumor mills, no later than September 13, 2002, districts and schools will be given access to their electronic Kentucky Performance Reports on a secure Web site. These reports will be embargoed until 10:00 AM September 19, 2002. The DAC email for Monday, September 9, 2002 will give more detail on the embargo (for new District Assessment Coordinators) and will *probably* indicate the precise day and time when the reports will be available.

If you are a District Assessment Coordinator who already had a User ID and Password for an application such as the School Report Card, SBDM, or the DMA Allegation site, this User ID and password should give you access to the Secure Cats Reports site. When you log-in to the secure site (when it becomes available), you should see the Secure CATS Reports link, along with the other applications to which you have rights. When you click on that link you will be given access to your district and school reports (you may see a second login. If so, repeat the login process and you should have access to the PDF reports). All of these directions are available in detail, with graphics, on the KDE Website at: http://www.kde.state.ky.us/oaa/implement/dac_index.asp .

When you have gained access to the secure site, it will be necessary for you to assign rights to your school personnel so that they will have access to their school reports. If the school personnel already have access to a KDE Web

application, such as the School Report Card, you will only need to assign them group rights to the Secure Application. If the personnel are new you will have to create them as persons, give them user rights, and assign rights to the Secure Application group. The instructions for these procedures are available in a PowerPoint at http://www.kde.state.ky.us/oaa/implement/dac_index.asp.

As always, if you have questions, feel free to contact Jay Roberts by email or phone, and I will assist you.

If you are a new DAC or one who does not have a USER ID and Password, don't panic!!!! This message was sent to all DACs, to avoid sending out 177+ separate emails! You will receive an individual email as soon as I can craft one. It will contain your new User ID and Password.